



COVID-19 Vaccine Enrollment Process for Providers

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1 Does your organization have an account in Florida SHOTS?

YES

NO

2 All providers must complete both section A and B COVID-19 agreements. Login to FLSHOTS application and go to the COVID-19 vaccine enrollment page.

Complete one section A agreement for your organization.

Obtain signature from chief medical officer and chief executive officer.

Email signed PDF to CovidVaccineProgram@flhealth.gov

3 Is your organization a Vaccines for Children or Vaccines for Adults (VFC/VFA) provider?

YES

NO

An enrollment specialist will call you to enroll your sites.

Complete one section B agreement for each individual site.

E-sign and submit each section B agreement within FLSHOTS.

Process complete! Stay tuned for information on vaccine availability.

Visit FLShotsUsers.com to enroll in FLSHOTS. Fill out application. Check the "COVID-19 Enrollment" check box to indicate your interest in the COVID-19 vaccination effort.

Receive completion of enrollment email from FLSHOTS.

Call FLSHOTS helpdesk to get your login credentials.

Login to FLSHOTS application and complete your account setup.

If you are new to FLSHOTS, you don't need to do anything. An enrollment specialist will call you.